

STATEMENT OF WORK (SOW)
FOR
HOUSTON INFORMATION TECHNOLOGY
SERVICES

Project Name:
Vehicle Upfitting Project

Technology Category:
Commodities

11-3-2021

Statement of Work (SOW)
Houston Information Technology Services
Commodities

1. INTRODUCTION

Houston IT Services / Radio Communication Services seeks to purchase Heavy Duty Bumpers, Commercial Aluminum Truck Bed Caps, Ladder Racks, 3000 Watt Continuous Pure Sine Power Inverter, Hazard Lights, Cargo Glide system, Steel Front Bumper, and Window Tint. All the aforementioned equipment and installation are for three identical (3) 2021 Chevrolet Silverado 1500 crew cab short bed 4X4 trucks, used for Public Safety Communications Vehicles.

2. BACKGROUND

Houston IT Services / Radio Communication Services maintains approximately 60 communication tower sites throughout the Greater Houston area. Many of these sites are accessed through unimproved road surfaces (dirt paths). These surfaces have damaged front bumpers on vehicles creating the need to equip the Vehicles with stronger steel bumpers. Our field services technicians routinely carry over \$100,000.00 worth of test equipment to maintain the tower sites; this makes it necessary to have a thick metal and strong truck bed cap. A power inverter that produces a pure sine wave is required to meet the power needs of equipment utilized in the maintenance of the Houston Public Safety Radio System. In addition, the Vehicles need tinted windows to protect communication equipment, installed in the cab, against harmful ultraviolet light exposure. hazard lights are needed for safety purposes.

3. SCOPE OF SERVICES:

This scope of work covers the purchase and installation of the above referenced field service equipment in the Vehicles. The vehicles will be delivered to the vender by the City of Houston, and will be picked up by the City of Houston after work is completed.

4. REQUIREMENTS: EQUIPMENT, IMPLEMENTATION, INSTALLATION AND/OR SERVICES.

a. Solution Components

The following items (collectively "Equipment") are for all the Vehicles. Therefore selected vendor ("Vendor") will provide a quantity of three (3) of each item below:

- 2021 Silverado Aluminum Bed Cap.
- 2021 Silverado 1500 Crew Cab 69.9 inches bed length 0.063" thick aluminum commercial bed cap.
- Double Full back doors no windows.
- Cap Manufacturer installed rear and side door keyless entry system.
- Full Length side doors.
- Side toolboxes, driver side horizontal shelf, passenger side vertical divider.
- Ladder rack system that extends over the back half of the cab.
- Six slim strobes installed by camper manufacturer. (2 lights on driver side, 2

Statement of Work (SOW)
Houston Information Technology Services
Commodities

on passenger side, and 2 rear of camper).

- Cargoglide cg1000 1000 lbs. bed cargo slide out system.
- Gowise Power PS1004 3000-watt Pure Sine Wave Inverter.
- Ceramic window tint.
- Front windows tinted to legal.
- Rear windows 20% tint.
- Cattleman Front Replacement Bumper with 2-inch receiver tube.
- Golight LED Rotary Search Light 20204GT.

b. Services

To be performed by Vendor on the Vehicles:

- Installation of bed cap meeting or exceeding standards of the manufacturer.
- Installation of ladder rack to ensure no leaks in bed cap and in a manner that meets or exceeds the standards of the cap manufacturer and ladder rack manufacturer.
- Installation of power inverter mounted in the bed cap. With appropriate rated wires for current draw and length; wire should be appropriately routed, mounted, and shielded to prevent damage. Inverter will have an appropriately rated circuit breaker for serviceability.
- Controls for power inverter and remote light will be mounted inside the cab in a professional manner.
- Bumper Installation will be installed to meet or exceed manufacturers standards.

c. Warranties and Support

Vendor must honor and/or transfer all manufactures' warranties to the City, as applicable, and must provide all equipment manuals to the City upon delivery of completed Vehicles. Vendor will provide training and other needed support for this Project.

If Vendor is not able to pass through, transfer or assign any applicable manufacturers' warranties to the City, Vendor will enforce such warranties on behalf of the City or assist the City in any litigation efforts to enforce such warranties.

Statement of Work (SOW)
Houston Information Technology Services
Commodities

5. PROJECT MILESTONES AND DELIVERABLES

- Truck bed cap installed
- Ladder rack installed
- Power inverter installed
- Remote work light installed
- Window tint installed
- Front bumper installed

6. PERIOD OF PERFORMANCE

Implementation and installation of the Equipment/Solution (as this term is defined below) must occur within 30 days of receiving each Vehicle. This Project is intended to be completed in two phases. Each phase will consist of the implementation and installation of the equipment/solution to three (3) Vehicles. Phase I will begin when the Equipment is in market and ready to install. Phase II will begin when the City of Houston receives the Vehicles from the dealer and notifies the Vendor of Phase II initiation. The Project includes delivery and installation of all the Equipment/products/parts necessary to implement and install the Solution, training, and any other needed support.

7. INVOICES

Vendor is responsible for sending invoice to Finance and CC HITS/PSC Assistant Director Nick Curran. See below for their emails:

finaccountspayable@houstontx.gov
nicholas.curran@houstontx.gov

Payment will be NET 30 days from receipt of approved invoice.

8. DELIVERABLES

All three 3 Vehicles - all Equipment/parts/Solution provided, installed, and implemented by Vendor on all three (3) Vehicles.

9. ACCEPTANCE TESTING

All components, equipment, parts, solution, and services provided by Vendor (collectively "Solution") will undergo inspection, testing, and Acceptance in accordance with the Acceptance Criteria below to ensure that all deliverables are in compliance with industry standards and conform to the specifications, technical requirements, and any other requirements of this SOW.

10. ACCEPTANCE CRITERIA

Acceptance Criteria for this Solution will be based on the City of Houston [PO acceptance language](#). Each deliverable created under this Statement of Work will be delivered to the Project Manager with a Deliverable Acceptance Receipt. This receipt will describe the deliverable and provide the Project Manager with space to indicate if the deliverable is accepted, rejected, or conditionally accepted. Conditionally accepted deliverables will contain a list of deficiencies that need to be corrected in order for the deliverable to be accepted by the Project Manager.

**Statement of Work (SOW)
Houston Information Technology Services
Commodities**

11. ASSUMPTIONS, PROJECT ROLES AND RESPONSIBILITIES

This section contains assumptions specific to this engagement.

- N/A.

12. REPORTS AND MEETINGS

The Vendor is required to provide the Project Manager/Contract Manager with weekly written progress reports of this Project. These are due to the Project Manager/Contract Manager by the close of business on the day as directed by the Project Manager/Contract Manager each week throughout the life of the Project.

13. FURNISHED EQUIPMENT AND WORK SPACE

N/A

14. TRAVEL

N/A. Travel is not provided.

15. LOCAL MINORITY/WOMEN BUSINESS ENTERPRISE PARTICIPATION:

N/A

16. PILOTS CONDUCTED:

N/A